

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

August 21, 2008

The Mississippi Department of Information Technology Services Board met in the 4th floor Class Room of the Robert G. Clark, Jr. Building, 301 North Lamar Street, Jackson, Mississippi 39201, on Thursday, August 21, 2008, at 1:30 P.M.

Members Present:

Cecil Watkins, Chairman

Thomas A. Wicker, Vice-Chairman

Derek Gibbs

Steve Adamec

John Hairston

Staff Members Present:

David L. Litchliter, Executive Director

Martha Pemberton, ISS Division Director

Lynn Ainsworth, ISS Deputy Division Director

Karen Newman, Education Services Division Director

Claude Johnson, Strategic Services Division Director

Craig Orgeron, Strategic Services Deputy Division Director

Mitchell Bounds, Data Services Division Director

Michele Blocker, Internal Services Division Director

David Johnson, Accounting Manager

Roger Graves, Telecomm Services Division Director
Jimmy Webster, Telecomm Services Division
Donna Nead Rogers, Special Assistant Attorney General
Tina Wilkins, ISS Technology Consultant
Jane Woosley, ISS Technology Consultant
Ravaughn Robinson, ISS Technology Consultant
Donna Hamilton, ISS Technology Consultant
Caren Brister, Strategic Services Division
Deb Breazeale, Strategic Services Division
Rhonda Allen, Strategic Services Division

Others Present:

David McMillin, Xerox
Colleen Holloway, Xerox
Bill Roberts, Motorola
Cille Litchfield, Mississippi Department of Finance and Administration
Robin Grice, Mississippi Department of Finance and Administration
Stan Yeagley, Mississippi Department of Finance and Administration
Lonnie Graeben, University of Mississippi Medical Center
Brian Spraberry, University of Mississippi Medical Center
Michael Steiner, University of Mississippi Medical Center
Richard Everitt, University of Mississippi Medical Center
Tarrien Williams, Venture Technologies
Khari Alexander, City of Jackson

David Wynn, City of Jackson

Frederick Wilson, City of Jackson

Pat Robertson, Public Employees' Retirement System

JoAnn Mulvihill, Public Employees' Retirement System

Greg Gregory, Public Employees' Retirement System

Agenda Item No. 1: Cecil Watkins called the meeting to order and directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on June 19, 2008.

On motion by Tom Wicker and second by Derek Gibbs that the minutes of the June 19, 2008 meeting be approved:

Motion carried; unanimously.

Agenda Item No. 2: Khari Alexander, Deputy Director, and Frederick Wilson, Database Manager, presented the recommendation for Project No. 37877 submitted under the ITS Planned Purchases Procedure for Fiscal Year 2009 by the **CITY OF JACKSON**. The staffs of ITS and the City of Jackson jointly recommend approval of the planned purchases request to purchase mobile data modems, ruggedized laptops, software, components, and installation services for an existing mobile data system from the Mississippi Criminal History System RFP Number 3497 Equipment List, Motorola MSWIN contract, and the Microcomputer Express Products List Number 3502 at a cost not to exceed \$1,266,602.00 during Fiscal Year 2009.

On motion by Steve Adamec and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 3: Brian Spraberry, Chief of Business Development, presented Project No. 37904, requesting approval for the sole-source acquisition of an electronic intensive care unit (eICU) from VISICU, Inc. for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER (UMMC)**. The staffs of ITS and UMMC jointly recommend VISICU, Inc. as the sole-source provider of the eICU Program, at a total 5-year lifecycle cost of \$13,015,740.00.

On motion by John Hairston and second by Derek Gibbs that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 3.5: Pat Robertson, Executive Director, presented Project No. 37925 requesting approval of an exemption for the **PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS)** to request proposals for the acquisition of a new pension administration system. The staffs of ITS and PERS jointly recommend approval of the exemption request at a total estimated 6-year lifecycle cost of \$18,000,000.00. PERS will solicit proposals in accordance with all statutory requirements for such acquisitions.

On motion by John Hairston and second by Steve Adamec that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 4: Cille Litchfield, Chief Systems Information Officer, presented the evaluation and recommendation of proposals received in response to RFP No. 3552-37431 for the acquisition of a MICR laser printing system for **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION (DFA)**. The staffs of ITS and DFA jointly recommend the selection of

XEROX Corporation as lowest and best vendor responding to RFP No. 3552, to provide a MICR laser printing system at a total 5-year lifecycle cost of \$1,040,205.00.

On motion by Steve Adamec and second by Derek Gibbs that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 5: Rhonda Allen presented an overview of the 2008-2009 *Mississippi Technology Infrastructure and Architecture Plan* published by the **DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)**. The staff of ITS requests Board approval to proceed with the publication of this document.

On motion by Steve Adamec and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

The Board acknowledged Agenda Item No. 6 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

The Board acknowledged Agenda Item No. 7 regarding the *IT Consulting Services Report* for January 2008 through June 2008, *IT Positions Report* and *Occupational Analysis Report* for Fiscal Year 2008.

On motion by Steve Adamec and second by Tom Wicker that the following per diem and expenses be approved:

Steve Adamec - per diem and expenses for 1 day;

Board Meeting, August 21, 2008.

Derek Gibbs - per diem and expenses for 1 day;

Board Meeting, August 21, 2008.

John Hairston - per diem and expenses for 1 day;

Board Meeting, August 21, 2008.

Cecil Watkins - per diem and expenses for 1 day;

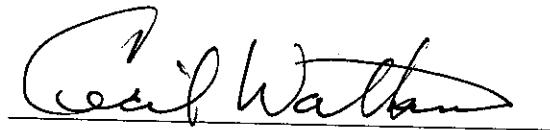
Board Meeting, August 21, 2008.

Thomas A. Wicker - per diem and expenses for 1 day;

Board Meeting, August 21, 2008.

Motion carried; unanimously.

There being no further business, the meeting was adjourned.

A handwritten signature in cursive script, appearing to read "Cecil Watkins", written over a horizontal line.

Cecil Watkins, Chairman

A handwritten signature in cursive script, appearing to read "Tom Wicker", written over a horizontal line.

Tom Wicker, Vice-Chairman